

**351—8.7 (68B) Lobbyist registration required.**

**8.7(1) *Time of filing.*** Any individual engaging in executive branch lobbying activity shall register by filing an executive branch lobbyist registration statement with the board on or before the day the lobbying activity begins. Registration expires upon the commencement of a new calendar year. Persons wishing to register for a new calendar year may do so on or after December 1 of the previous year.

**8.7(2) *Place of filing.*** Executive branch lobbyist registration statements shall be filed with the board electronically through the board's Web site at [www.iowa.gov/ethics](http://www.iowa.gov/ethics).

**8.7(3) *Information required.*** The following information shall be disclosed on the executive branch lobbyist registration statement:

*a.* The lobbyist's name and business address. The lobbyist's residential address and E-mail address are optional. The lobbyist shall indicate whether mail should be sent to the lobbyist's office or residence.

*b.* A general description of the issues or interests that the lobbyist might follow and a list of agencies or offices that may be lobbied.

*c.* Whether or not the lobbyist is a governmental official representing the official position of the lobbyist's department, agency, or governmental entity.

*d.* Each of the lobbyist's clients, including the name and address of the client, a contact person and job title, and the contact person's telephone number. An E-mail address is optional.

*e.* The lobbyist's signature and date of filing. Registration statements filed electronically through the board's Web site are deemed signed and dated when filed.

**8.7(4) *Amendment to registration.*** Any change or addition to the information in an executive branch lobbyist's registration statement shall be filed with the board within ten days after the change or addition is made known to the lobbyist. The lobbyist may file changes or additions by electronically filing an amended registration statement.

**8.7(5) *Failure to timely file registration.*** An individual who fails to file an executive branch lobbyist registration statement before engaging in executive branch lobbying activities in violation of Iowa Code section 68B.36 may be subject to sanctions by the board as permitted under Iowa Code chapter 68B or rule 351—9.4(68B).

This rule is intended to implement Iowa Code section 68B.36 as amended by 2010 Iowa Acts, House File 2109, section 8.